



MOORE COUNTY GOVERNMENT



Position Vacancy Announcement

SENIOR PLANNER PLANNING

This Position is Full Time with Benefits

VACANCY NUMBER

20-104

HIRING RANGE

\$46,312 - \$69,468

OPENING DATE

December 16, 2020

CLOSING DATE

Open Until Filled

TO APPLY

Please submit your application online at
www.moorecountync.gov

QUESTIONS?

Please call the Moore County Human Resources Office at (910) 947-6362.

OR

You may also visit us at
302 Monroe Street
Carthage, NC 28327

ESSENTIAL JOB DUTIES:

Performs difficult professional work handling a variety of assignments in the Planning and Transportation Department including: interpreting and enforcing zoning ordinances, subdivision regulations and watershed protection ordinance, wireless telecommunication ordinances, preparing ordinance amendments, attending meetings, conducting research, maintaining records and files, preparing reports, and related work as required. Work is performed under regular supervision of the Director, and/or Assistant Director, and/or Planning Supervisor.

KNOWLEDGE AND SKILL REQUIREMENTS:

- Thorough knowledge of the philosophies, principles, practices, and techniques of planning as they pertain to the design and development of urban and regional areas, planning research, and zoning activities
- Thorough knowledge of the various codes and regulations pertaining to land use planning and zoning
- Thorough knowledge of research methodology and of standard statistical procedures
- Ability to present the results of research effectively in oral, written, or graphic form
- Ability to establish and maintain effective working relationships with associates, county officials, representatives of other agencies, and the general public

EDUCATION AND EXPERIENCE REQUIREMENTS:

- Bachelor's degree from an appropriately accredited institution in urban planning, architecture, public policy, or related area of study and one (1) year of work related experience **OR**
- Master's degree from an appropriately accredited institution in urban planning, architecture, public policy, or related area of study

LICENSE AND CERTIFICATION REQUIREMENTS:

- Must possess and maintain a valid North Carolina Driver's License.

PHYSICAL REQUIREMENTS:

This is sedentary work requiring the exertion of up to 10 pounds of force occasionally and a negligible amount of force frequently or constantly to move objects; work requires crouching, fingering, and repetitive motions; vocal communication is required for expressing or exchanging ideas by means of the spoken word, and conveying detailed or important instructions to others accurately, loudly, or quickly; hearing is required to perceive information at normal spoken word levels, and to receive detailed information through oral communications and/or to make fine distinctions in sound; visual acuity is required for preparing and analyzing written or computer data, operation of machines, determining the accuracy and thoroughness of work, and observing general surroundings and activities; the worker is not subject to adverse environmental conditions.

BENEFITS:

- **Health Benefits** including medical, dental, prescription drug plan, flexible spending accounts
- **Life Insurance, Retirement and Investment Plans** including membership in the NC Local Government Employees' Retirement System, NC 401(k)
- **Voluntary Insurance Programs** such as short-term disability, accident, cancer, etc.
- **Holiday, Annual and Sick Leave** for eligible employees

The County of Moore is a drug-free workplace and Equal Opportunity employer.

In compliance with the Immigration Reform and Control Act of 1986, Moore County will employ only those individuals who are U.S. citizens or legal aliens authorized to maintain employment in the United States.

All applicants tentatively selected for this position will be required to submit to a background check, pre-employment drug test, and post offer physical.

Moore County is an E-Verify Participant